



Port Hueneme Water Agency

250 North Ventura Road • Port Hueneme, CA 93041 • (805) 986-6563

Water Agency Regular Meeting Agenda

February 21, 2023

**Port Hueneme City Hall
250 North Ventura Road, Port Hueneme, CA 93041
(In-Person and Virtually via Zoom)**

4:00 PM

The following provides information to the public on how to observe and/or participate in the meeting remotely:

- Meeting Zoom Link for Live Public Participation and Real Time Public Comments: <https://us02web.zoom.us/j/84262133958?pwd=YUK1TUJVTTBiUGtMSC9yRDNJUit1dz09>
Dial by your location: Meeting ID: 842 6213 3958 / Passcode: 408273
+669 900 6833 US (San Jose); +346 248 7799 US (Houston); +253 215 8782 US (Tacoma); +312 626 6799 US (Chicago); +929 205 6099 US (New York); +301 715 8592 US (Washington DC)
- Meetings can also be viewed at: <http://porthuenemeca.suiteonemedia.com/web/Home.aspx>
- Public comments may be submitted in person, virtually via Zoom, or written. In-person and virtual comments should be no longer than 3 minutes.
In-Person: Complete a speaker request form located at the entrance of the Council Chamber and give it to the Agency Clerk. Your name will be called when it is your turn to speak.
Virtually via Zoom: Access the meeting Zoom link to provide real-time (virtual) comments at appropriate public comment times throughout the meeting by using the raise hand feature.
Written: All written public comments should be no more than 500 words and are subject to the Public Records Request Act. Written comments should be submitted to the Agency Clerk by 3:00 p.m. on the day of the PHWA meeting by email or directly to the Agency Clerk's Office. Email clerk@cityofporthueneme.org and enter "PHWA Public Comment" in the Subject line (and agenda item number if applicable). Mail or drop off written comments to the Agency Clerk's Office located at 250 N. Ventura Road, Port Hueneme, CA 93041. Please clearly mark envelope with "Public Comment and meeting date".
- Additional electronic meeting guidelines can be found at the end of the agenda.
- Detailed information and updates about COVID-19, can be found on the City of Port Hueneme's Emergency Website at: www.PortHuenemeEmergency.org

4:00 PM PHWA REGULAR MEETING

CALL TO ORDER

ROLL CALL

Members Bouchard, McQueen-Legohn, Perez; Ex-Officio Member Jacobsen; Vice-Chair Hernandez and Chair Debley

PUBLIC COMMENT

Members of the public may submit comments on the agenda or that is within the subject matter jurisdiction of the Agency Members. Comments are requested to be submitted to the Agency Clerk by 3:00p.m. on the day of the Water Agency meeting to ensure they are received and considered by the Agency Members. Please enter "PHWA Public Comment" in the Subject line and agenda item number if applicable. All comments should be no more than 500 words and will be part of the official record and subject to the Public Records Request Act. Public comments may also be made by accessing the available meeting zoom link and providing real time comments at appropriate public comment times throughout the meeting. Live public comments should be no more than 3 minutes in length.

AGENDA APPROVAL FOR WATER AGENCY

Port Hueneme Water Agency Agenda Approval

Recommendation: Approve the Port Hueneme Water Agency Agenda of February 21, 2023.

PORT HUENEME WATER AGENCY REORGANIZATION

- A. Agency Clerk to Conduct Election of Port Hueneme Water Agency Chair
- B. Incoming Chair to Conduct Election of Port Hueneme Water Agency Vice-Chair

PRESENTATIONS – None.

CONSENT CALENDAR

- 1. [Minutes](#)

Recommendation: Approve the Minutes of the Water Agency Regular Meeting of January 17, 2023.

- 2. [Register of Disbursements](#)

Recommendation: Receive and file the Port Hueneme Water Agency's Register of Disbursements for the period of January 11, 2023 through February 13, 2023.

PUBLIC HEARINGS – None.

BUSINESS ITEMS

- 3. [PHWA Monthly Operational Report](#)

Recommendation: It is recommended that the Agency receive and file the Monthly Operational Report.

- 4. [Professional Services Agreement with MKN & Associates, Inc. to Perform a Strategic Planning Process](#)

Recommendation: Authorize the Executive Director to execute the Professional Services Agreement in the amount not to exceed \$19,931 with MKN & Associates, Inc. to facilitate a strategic planning workshop for the Brackish Water Reclamation Demonstration Facility (BWRDF) Water Treatment Plant.

AGENCY MEMBERS' REPORTS, COMMENTS, & REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT

The Water Agency will adjourn to its next regular meeting scheduled for Monday, March 20, 2023, at 4:00 p.m.

Copies of staff reports or other written documentation relating to each item of business referred to in this Agenda are available for public inspection in the Office of the Agency Clerk and on the City's website at www.cityofporthueneme.org. Materials received after agenda packet distributions are made available to the public on the City's website and in the Agency Clerk's office at the same time they are provided to the Agency. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, CONTACT THE OFFICE OF THE AGENCY CLERK AT 986-6503 OR THE CALIFORNIA RELAY SERVICE. NOTICE 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ALLOW PARTICIPATION IN THIS MEETING.

I, Georgianna Nicole Alvarez, City/Agency Clerk of the City of Port Hueneme, do hereby affirm that the agenda was posted at least 72 hours in advance of the meeting on the City's website and near the front entrance of Port Hueneme City Hall, 250 N. Ventura Road, Port Hueneme, California, 93041, in accordance with California Government Code Section 54954.2(a).